



Meeting notes of the Whole Hall meeting held via Skype on Friday 16th April 2021 at 7pm when there were present Ben Bethell, Jim Marshall, Kerry Sturman, Brian Whiskin, Richard Bethell, Phil Henry, Carl Johnson, Carla Sutherland, Matt Dingle, Phil Barnes, Steve D'Souza, Clare Gordon and Angela Whetter.

Apologies from: Paul Sheldrake, Sam Bethell, John Reed and Cherry Whitehouse

Declarations of Interest: None

- **Actions from previous meeting:**
 - Cellar cooler – waiting on install date/Beighton Builders to install air brick
 - Update of Finance policies
 - Sports Track
 - Woodland Trust – plan for trees for Autumn 2021
 - Grant application for awnings
- **Hall Manager update:** Kerry gave an overview of office progress. Tiny Tots/Eleanor Mason have been able to return. Zumba plan to return in May. Other user groups not able to until June or later. Elections are on 6th May. Kerry attended fire Training held at Upton, organised by Acle Parish Council. the areas which have been covered since returning to the hall on 8th March. Work on hall floor to be carried out from 19th April. Cellar Cooler to be installed 21st April. HAM till in progress. £500 grant awarded by BDC towards cost.

Car boot to return on 30th April. **Action** Kerry to give Steve agreement (to include clearing up/no hot food/drink stalls)

Reopening costs – Kerry advised of costs relating to areas to cover prior to opening. All agreed – lift (£150), boiler (£360) and front door service (£159.30). **Action** Kerry/Cherry

- **Social Club update:** Clare G is getting underway with planning for the Lingwood Unlocked event on 3rd July. Tina will also hold a 'plastic free picnic' as part of the event. **Action** Clare/Tina

Clare is discussing changing draught beers with Jessie. **Action** Clare

Clare is organising next cocktail night on 7th August with table top quiz. **Action** Clare

Clare is in talks with 'House of Snacks' to possibly hold charity poker night. Ben explained that we need to be clear on arrangements for holding charity events to ensure that we are not left with the full risk of all costs. To be discussed further once more information is known about their event. **Action** Clare

Reusable cups – £1 deposit to be taken when issued out/returned when cup is returned. **Action** Clare/Cherry/Tina

- **Sports track:** Work starts 4th May.

• **AOB**

- Thanks to Jim for refreshing picnic tables. All to be kept in the Courtyard.
- Jim asked if a gutter could be fixed outside doors of Function Room, with a rain barrel.
- Ben suggested that we purchase a new laptop for the office to improve IT and be used in meetings. All agreed. **Action** Ben/Kerry

Lingwood Village Hall - Registered Charity Number – 303999

Mr Ben Bethell (Chair)
62 Station Road
Lingwood
Norwich
NR13 4AZ

(Treasurer)
Phil Henry
Lingwood

Secretary
Brian Whiskin
Christine Avenue
Lingwood

Meeting closed at 8:28 PM

Minutes agreed by Ben Bethell – Chairman: Signed..... Date.....

Minutes produced by Kerry Sturman – Hall Manager: Signed.....Date.....

LINGWOOD VILLAGE HALL AND GROUNDS MANAGING TRUSTEE COMMITTEE.
Registered Charity Number – 303999

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